

TOM SCHEDLER
SECRETARY OF STATE

STATE OF LOUISIANA
SECRETARY OF STATE



Commercial Division
(225) 925-4704

Fax Numbers
(225) 932-5314 Corporations
(225) 932-5317 Legal Services
(225) 932-5318 UCC

**TRANSMITTAL INFORMATION
For All Business Filings**

Please indicate below the level of service requested, payment and contact information

☐

Routine

☐

Expedite \$30
24 hour processing

☐

Check or Money Order Enclosed

☐

Credit Card Number: _____

Expiration Date: _____

Business Name (List **exactly** as it appears in documents)

Name of person filing document (evidence of filing will be mailed to this person, at address below)

Address

City

State

Zip Code

Daytime phone number

Fax number

Email address

NOTE: Louisiana Law requires all Louisiana notaries to print or type their name and notary or bar roll number on the document.

Mailing Address: P. O. Box 94125, Baton Rouge, LA * 70804-9125
Office Location: 8585 Archives Ave., Baton Rouge, LA * 70809
Web Site Address: www.sos.la.gov

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Secretary of State



RESERVATION TRANSFER

R.S. 12:1-402(B)

Return to: Commercial Division
P.O. Box 94125
Baton Rouge, LA 70804-9125

Phone: (225) 925-4704
Web Site: www.sos.la.gov

Transfer of: () Corporation Name () Trade Name
 () Limited Liability Company Name () Trade Mark (Class: _____)
 () Partnership Name () Service Mark (Class: _____)

I, _____, hereby authorize the transfer of reservation of
(Transferor/original owner)

(reserved name/trade mark/service mark)

to:

(Transferee's Name)

(Transferee's Address)

(City, State, & Zip Code)

for the remainder of the reservation period.

Transferor's Signature

Date

INSTRUCTIONS

1. Reservations that are filed for corporations, limited liability companies, partnerships, trade names, trade marks, and service marks can be transferred from one owner to another owner by filing the Reservation Transfer.
2. Once the Reservation Transfer is filed, the transferee (new owner) takes possession of the reservation for the remainder of the reservation period.
3. When the reservation period expires, a new reservation may be filed by filing an Application for Reservation along with the requisite \$25 filing fee with the Secretary of State.
4. Filing a reservation or the transferring of an existing reservation does not formally adopt the name.